## **System Requirements and Download Instructions**

## **System Requirements**

The Primary Care Database requires Microsoft Access 97, 2000, or 2002 (XP).

To find out if you have Access on your PC, follow these steps:

- 1. Click on the Start Menu and select "Programs." If Access is loaded on your PC, you will see "Microsoft Access" listed on the Programs menu.
- 2. If Access is listed on the menu, select it to run the program.
- 3. When the program loads, click "Cancel" in the first dialog box.
- 4. Select "Help" and then "About Microsoft Access" from the menu at the top of the screen. A box should pop up that lists the version of Access that you have.

## **Download Instructions**

- 1. Click on the appropriate download link on the previous screen.
- 2. Select "Save this file to disk" and click OK. DO NOT select "Run this file from its current location."
- 3. Write down the name of the file for future reference.
- 4. Specify the directory location where you want to save the file and click the Save button. If you are not sure where to save the file, specify C:\My Documents
- 5. Click the Close button.
- 6. Start Microsoft Access as explained in steps 1 and 2 in the previous section
- 7. Click OK in the first dialog box.
- 8. Specify the directory location and file name from steps 3 and 4 above.
- 9. Click the Open button.